

# AGM & Ordinary Meeting WCHS School Council



November 20, 2025 @ 6:30 PM  
IN PERSON MEETING



# Agenda

Meeting Facilitator: Maude Ramsay, Vice-Chairperson

- Welcome & Call to Order
  - Registration of Attendance
- Approval of Agenda
- Approval of minutes from November 21 2024 AGM
- Approval of minutes from September 25, 2025 General Council Meeting
- Guest Speaker - School Board Trustee Susan Vukadinovic, Ward 8 & 9
- Students' Union Update
- 
- Principal's Update and Q&A



# Agenda

## 8. School Council Reports:

- Chairperson Report
- Introduction of Proposed Slate for School Council Executive and Call for Nominations
- Treasurer Report
- Key Communicator Report
- IB Subcommittee Report
- Volunteer Coordinator Report
- Staff Appreciation Report
- Special Speaker Report

## 9. Celebrate Western Report

## 10. Friends of Western Report

## 11. Election of School Council Executive

## 12. Adjournment



# Call to Order and Approval of Agenda and Minutes

- Call to Order
- Welcome
  - Welcome to all parents and guardians. Thank you for attending.
- Approval of Agenda
- Approved of minutes from Nov 21, 2024 AGM
- Approval of minutes from Sept 25, 2025 School Council Annual General Meeting





Guest Speaker

School Board Trustee for Ward 8 & 9  
Susan Vukadinovic





# Student Union Update





# Principal Update – Darrin Whitbread



# Chairperson Report

- Welcome and Acknowledgements:
  - Thank you to the WCHS Administration, Staff, and Teachers
  - Special thanks to the departing Executive Members
- School Council Plans for 2025/26:
  - Host General Council Meetings (Everyone Welcome!)
  - Enhance Communication with Parents
  - Organize Speaker Events
  - Sub Committees
  - Plan Staff Appreciation Events
  - Advocate on your behalf with the CBE and Alberta Education







# Chairperson Report (cont.)

- School Council will hold two more General Council Meetings this school year.  
Thurs Feb 26, 2026  
Thurs Apr 9, 2026
- Check out our FACEBOOK Page:  
Search “Western Canada High School Parent Community”  
<https://www.facebook.com/share/g/1GU9DtPww7/>  
If already in the Facebook Group - please invite other Western parents to join.

# SUPPORT WESTERN CANADA HIGH SCHOOL PARENT COUNCIL

Calling all beverage consumers...



Will take your bottles and donate them directly to us!

Download the app and donate to us today!

SkipTheDepot is a Calgary based door-to-door bottle collection service that makes refundable recycling and fundraising as easy as 1,2,3

01

Download the app & book a pickup using <https://app.skipthedepot.com/wchspc>

02

Place your bottles outside for pickup

03

The Western Canada High School Parent Council will receive the refund as a donation! This campaign runs year long, so donate based on your convenience.

All funds raised will be used to support parent council initiatives and operating expenses. Please contact [wchsexec@gmail.com](mailto:wchsexec@gmail.com) if you have any questions or would like to join us or volunteer with us.

**Thank you for supporting parent council!**



# Call for Nominations and Election Slate

## NOMINEES FOR ELECTED POSITIONS

Chairperson:	Gail Klassen-Birchall
Vice Chairperson:	Panagiotis Kantzilieris
Secretary:	Kristin Blyth Lefebvre
Treasurer:	Amy Zhou

# Treasurer Update- Rhona C.

## Western Canada High School Parent Council Financial Statement

Statement as of 22/September/2025  
Budget until the end of June 2026

### Proposed Balance Council Spending

September 22nd 2025	\$ 3,349.58
<b>Contributions</b>	
Donations/Grant Revenue '24-'25*	\$ 500.00*
Parent Contributions Revenue	\$ 0

### Projected Spending

Council expenses	\$ -
Meeting supplies	\$ -
Bank Fees	\$ (100.00)
Registration Fees (ASCA, etc.)	\$ (75.00)
Monthly Meeting Expenses	\$ -
School Needs	\$ -
Other-Grant '24-'25 with req spending	\$ (500.00)

Total Projected Spending in '25-'26 \$ (675.0)

Projected Closing Balance June 30th 2026  
\$ 3,174.58

### Proposed Balance Staff Appreciation

September 22nd 2025	\$ 3,941.73
<b>Contributions</b>	
Donations Revenue	\$ 0
Parent Contributions Revenue*	\$ 4000.00*

### Projected Spending

Staff Appreciations	\$ (4000.00)
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Total Projected Spending in '25-'26 \$ (4,000.00)

Projected Closing Balance June 30th 2026  
\$ 3,941.73

Combined Remaining Balance  
\$ 7,116.31

#### Notes:

1.\* \$500 Grant 2024-2025 Revenue from Alberta Education Grant - comes with requirement spending - Not yet confirmed

WCHS Parent Council Budget 2025-2026

### Opening Balance Council Spending

September 02nd 2024	\$ 3,521.78
<b>Contributions</b>	
Donations/Grant Revenue '24-'25*	\$ 0
Parent Contributions Revenue	\$ 0

### Spending

Council expenses	\$ 0
Meeting supplies	\$ 0
Bank Fees	\$ 0
Registration Fees (ASCA, etc.)	\$ 0
Monthly Meeting Expenses	\$ 0
School Needs	\$ 0
Other-Grant '24-'25 with req spending	\$ 0
Other Expenses	\$ (172.2)

Closing Balance Sept 22nd 2025  
\$ 3,349.58

### Opening Balance Staff Appreciation

September 02nd 2024	\$ 2,600.29
<b>Contributions</b>	
Donations Revenue	\$ 0
Parent Contributions Revenue	\$ 6,140.00

### Spending

Staff Appreciations	\$ (4,798.56)
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Closing Balance Sept 22nd 2025  
\$ 3,941.73

Combined Remaining Balance  
\$ 7,291.31

#### Notes:

- The \$500 Grant 2024-2025 Revenue from Alberta Education Grant in the form of a gift card -comes with requirement spending and timeline -Not yet confirmed
- Other expense of \$172.20 was the flower cost to the student funeral.

# Proposed Budget 2025-2026

## Western Canada High School Parent Council Financial Statement AGM for Year 2025/2026

Proposed Budget for Council spending until June 30 2026			Proposed Budget for Staff Appreciation until June 30 2026			Proposed Budget Total Spending until June 30 2026			Statement as of	11/13/2025	
Opening Balance		\$ 3,349.58	Opening Balance		\$ 3,941.73	Opening Balance		\$ 7,291.31	Opening Balance		\$ 7,291.31
<b>Contributions</b>			<b>Contributions</b>			<b>Contributions</b>			<b>Contributions</b>		
Donations/Grant '25-'26	Revenue	\$500*	Donations	Revenue	\$ -	Donations/Grant '25-'	Revenue	\$500*	Donation	Revenue	\$ -
Parent Contributions	Revenue	\$ -	Parent Contribution	Revenue	\$ 4,000.00	Parent Contributions	Revenue	\$ 4,000.00	Parent Contribution	Revenue	\$ -
<b>Total Income from Contributions</b>		<b>\$ 500.00</b>	<b>Total Income from Contribution</b>		<b>\$ 4,000.00</b>	<b>Total Income from Contribution</b>		<b>\$ 4,500.00</b>	<b>Total Income from Contribution</b>		<b>\$ -</b>
<b>Spending</b>			<b>Spending</b>			<b>Spending</b>			<b>Spending</b>		
			Staff Appreciations		\$ (4,000.00)	Staff Appreciations		\$ (4,000.00)	Staff Appreciations		\$ -
Speakers / Council Spending		\$ -				Speakers / Council Spending		\$ -	Speakers / Council Spending		\$ -
Meeting supplies		\$ -				Meeting supplies		\$ -	Meeting supplies		\$ -
Bank Fees		\$ (100.00)				Bank Fees		\$ (100.00)	Bank Fees		\$ -
Registration Fees (ASCA, etc.)		\$ (75.00)				Registration Fees (ASCA, etc.)		\$ (75.00)	Registration Fees (ASCA, etc.)		\$ -
Monthly Meeting Expenses		\$ -				Monthly Meeting Expenses		\$ -	Monthly Meeting Expenses		\$ -
Future School Needs		\$ -				Future School Needs		\$ -	Future School Needs		\$ -
Other- Grant '24-'25 with req. spend		\$ (500.00)				Other- Grant '24-'25 with req. spend		\$ (500.00)	Other		\$ -
<b>Total Spending</b>		<b>\$ (675.00)</b>	<b>Total Spending</b>		<b>\$ (4,000.00)</b>	<b>Total Spending</b>		<b>\$ (4,675.00)</b>	<b>Total Spending</b>		<b>\$ -</b>
<b>Closing Balance June 30 2026</b>		<b>\$ 3,174.58</b>	<b>Closing Balance June 30 2026</b>		<b>\$ 3,941.73</b>	<b>Closing Balance June 30 2026</b>		<b>\$ 7,116.31</b>	<b>Closing Balance</b>		<b>\$ 7,291.31</b>





# Key Communicator Update

## **Alberta School Councils Association (ASCA)**

- ASCA is a provincial organization that represents parents on school councils to engage with Alberta's Education Ministry.
- ASCA offers guidance, school council training, and advocacy, serving as a collective voice for school councils across the province in discussions with the provincial government and education stakeholders.
- We attended the ASCA Annual General Meeting (AGM) on April 27, 2025 and will attend the meeting in 2026. School councils vote on key advocacy issues. While councils provide their input, the ultimate decision rests with the government.



# Key Communicator Update (cont.)

## **CBE Community of School Councils (COSC)**

- COSC facilitates engagement at the Calgary Board of Education (CBE) level.
- COSC is comprised of school council chairs or designates from all CBE schools, members of the Board of Trustees and representatives from CBE administration.
- Through COSC, the CBE can focus on effective, two-way dialogue with school councils about school and student learning issues.
- COSC meeting dates for the 2025-26 school year are:
  - Wednesday, Jan. 21, 2026
  - Wednesday, April 8, 2026
  - Wednesday, June 10, 2026

# IB Sub-Committee

- Hosted the 'Post Secondary Application Information Session' on Thursday Sept 18, 2025 as part of the 'Meet the Teacher Night'. This session was open to all families, not only those with students in IB.
- Continue working with the school on supporting the IB program. Some focus areas include:
  - Minimize impact of delayed course instruction resulting from the teacher strike to support students for their May 2026 IB exams
  - IB marking consistency between teachers and classes
  - School succession plan for IB Coordinator
- New IB Sub-Committee Chair for 2025/26
- Actively recruiting new IB parents to join the IB Sub-Committee







# Volunteer Coordinator Report

- Thank you to everyone who completed the WCHS School Council Executive Questionnaire - 2025-26.
- Volunteers are vital to our school's operations, and many activities are only possible with your assistance.
- Visit the [WCHS School Council Executive Website](#) for detailed information on executive and school volunteer positions, and to complete a brief survey on your interests.
- You can also email us directly at [wchsexec@gmail.com](mailto:wchsexec@gmail.com).

# Staff Appreciation Events

## Kim Anthony and Amina Jomaa



### December and June Staff Appreciation Event

- In the 2024-2025 school year we held two events to show school staff our appreciation for everything they do for our students
- Funded by parent cash contributions and food donations
- December: Decorated the staff room and provided breakfasts and lunches for a week (hot meals, baked goods, salads, etc.) in the staffroom
- June: Year-end thank you event with an on-site barista (Allegro Cappuccino), sandwiches and treats from Manuel Latruwe and vegan/gluten-free desserts from Delissitude
- Staff feedback was extremely positive, and they were very grateful
- Thank you to all the families who contributed to the Staff Appreciation events in 2024-2025 and to the volunteers who made these events special for the staff
- Our next Staff Appreciation event is happening in mid-December, and we need WCHS family support
- We will be sending out a message to families very soon to ask for contributions and volunteers to help with the staffroom decorating and the breakfasts/lunches for the staff
- For further information please email: [wchsappreciation@gmail.com](mailto:wchsappreciation@gmail.com)



# Special Speaker Report

- The School Council works with WCHS staff to provide a speaker at each General Meeting. Topics typically cover the post-secondary process, dual credit and work experience programs, the school trustee, and, in the spring, graduation information.
- Alberta Health Services no longer presents at the school, but offers FREE virtual sessions on child and adolescent health. For a list of current and upcoming presentations, see [community.hmhc.ca/sessions/](https://community.hmhc.ca/sessions/). You can also sign up for their newsletter.
- If you have topics of particular interest, please don't hesitate to reach out.



# Celebrate Western Report

- Celebrate Western Online Auction Fundraiser
  - Target Date: End of February 2026
- Impact: This vital fundraiser supports fine arts, athletics, and student clubs. (Last year raised \$22,512)
- How You Can Help:
  - Donations: We are seeking items, gift cards, services, or gift baskets.
  - Volunteers: Support is also needed for the event.
- Email [celebratewesternauction@gmail.com](mailto:celebratewesternauction@gmail.com) to donate or volunteer.



# Casino Report

- The last Casino was held on Friday, January 31 and Saturday, February 1, 2025, at Pure Casino Calgary.
- The next Casino date has not been finalized but will likely be scheduled for early 2027.
- Volunteers will be needed!



# Friends of Western Wendy Wadey



# History and Objective of Friends of Western Canada High School Society

## History:

- Established in 1983
- Non-profit organization
- Canada Revenue Agency Charitable status; subject to various rules, restrictions, and requirements
- Friends of Western oversees the money raised through major fundraisers, issues tax receipts to donors, and completes AGLC and Revenue Canada filings
- Not a parent society - no special interest groups

## Objective:

- Facilitate extra-curricular activities to maximize student involvement
- Money raised through fundraising initiatives and donations flows through the organization to benefit current students
- Ensure funds are distributed fairly to the many extracurricular groups
- Ensure ALL students have a place to participate
- Funds are not invested for the future and are distributed within 2 years



# Who Are the “Friends of Western”???

- Board of Directors are the only members
- Up to 15 directors
- Members are recruited by the Board of Directors
- Directors are connected to WCHS
  - Past students
  - Parents of past students involved in extracurricular activities
  - Parents heavily involved with WCHS through school council, volunteerism, etc.
- WCHS administration decides where money is spent
- Interest in ensuring the money raised for the extracurricular programs are used to the benefit of all students. Not representing one particular group.
- Skill set in accounting, governance, charitable organizations, or passion for WCHS!

If interested in joining, please contact [FriendsOfWestern2@gmail.com](mailto:FriendsOfWestern2@gmail.com)





# Fundraisers for Extra-curricular Activities

- Fundraising provides funds for extra-curricular activities at WCHS
- Parents run the fundraising activities at WCHS
- Friends of Western is not responsible for fundraising activities at WCHS
- Friends of Western oversees the funds raised, issues tax receipts to donors, and completes AGLC and Revenue Canada filings
- Casinos and Celebrate Western are the main fundraisers at WCHS, and are chaired and managed by WCHS parents
- Casinos occur approximately once every 18 months
- *Celebrate Western* occurs annually as an online auction and was a gala prior to Covid. It began 35 years ago to have an integrated fundraiser reduce the burden on the neighbouring community with repeated requests for donations, and on the parents for multiple smaller initiatives that benefited only individual groups. All funds collected through *Celebrate Western* benefit the WHOLE school community.
- **Contact school administration or School Council to volunteer for fundraisers**



# Friends of Western Fundraising Policy

- **All fundraising activities must first be approved by the WCHS administration.**
- Direct cash donations to the school through the school administration do not require prior approval. Tax receipts will be written for these donations.
- Friends of Western must have the approval of **any** fundraising activity in which our name or charitable number is used whether it requires/promises a tax receipt or not. A written proposal must be submitted to the Friends of Western Executive.
- Tax receipts will only be written for pre-approved fundraising activity. If there is no prior approval, Friends will not write the tax receipts.
- Tax receipts can only be written by a Friends of Western Board Member under the guidance of the Treasurer.
- Raffles and casinos are a great source of fundraising but have **specific rules and must be approved by Friends of Western.**
- Crowdfunding, such as GoFundMe, or any other funding opportunity which is new to Friends of Western, requires prior approval by Friends of Western as the funds must be accounted for by our Treasurer.
- Donations directly through 'social fundraising' such as Benevity or Canada Helps, do not require prior approval.



# Friends of Western Contact Information

[FriendsOfWestern2@gmail.com](mailto:FriendsOfWestern2@gmail.com)



# ELECTION OF SCHOOL COUNCIL EXECUTIVE

## NOMINEES FOR ELECTED POSITIONS

Chairperson:	Gail Klassen-Birchall
Vice Chairperson:	Panagiotis Kantzilieris
Secretary:	Kristin Blyth Lefebvre
Treasurer:	Amy Zhou

and any others nominated during the course of the AGM

# Adjournment

## WCHS Parent Council Resources

- WCHS Website Council Page: <https://westerncanada.cbe.ab.ca/school-council>
- Parent Community Facebook Page:  
<https://www.facebook.com/share/g/1GU9DtPww7/>
- WCHS Council & Volunteer Sign-Up:  
<https://sites.google.com/u/1/d/160whSww87aUE1Gf6UZML-JrZBjc-AL19/preview>

## Upcoming School Council Meeting

Thursday, Feb 26, 2026 - Ordinary General Meeting (Online)

